



Interest Disclosure Statement for Federal Financial Assistance Projects and Programs

I, _____, the undersigned, hereby make the following disclosure of interest as required by applicable Federal and State laws:

1. The undersigned or a relative as defined in A.R.S. Sec. 38-502, has, or both have, a direct or indirect financial interest in or concerning the contract between -
_____ and _____
which is or is to be funded in whole or in part with federal financial assistance under the _____ project or program. The following is a short description of the interest:

2. The interest concerned was acquired before the tenure of the undersigned as an officer or employee of the City of Tucson, or, if the contract is prospective will be acquired during such tenure, or in either case during the year immediately following such tenure.
3. The undersigned will refrain from voting upon or otherwise participating in any manner as an officer or employee and from the exercise of any responsibilities or functions, including but not limited to recommendations and decisions, concerning the above-identified project or program as it relates to the above-described interest.

DATED: This _____ day of _____, 20__

Signature

Title or Job Classification

Original to be filed with City Clerk's Office. (City Clerk will make copies for City Attorney and employee's Department Director)

Admin Structure
2.02-14



**Interest Disclosure Statement for
United States Housing Act of 1937 as Amended
Section 8 Housing Assistance Payments Program**

I, _____, the undersigned, hereby make the following disclosure of interest to the appropriate Public Housing Authority or Authorities as required by applicable law:

1. The undersigned has a direct or indirect financial or pecuniary interest in or concerning the premises located at and legally described as:

2. The interest concerned was acquired before or during the tenure of the undersigned as an officer or employee of the City of Tucson, or during the year immediately following such tenure.
3. The undersigned will refrain from voting upon or otherwise participating in any manner as an officer or employee and from the exercise of any responsibilities or functions, recommendations and decisions, concerning any aspect of the "Rental Rehabilitation Program" or any Section 8 Housing Assistance Payments Contract, whether proposed or entered into arising from or by reason of said program or otherwise.

DATED: This _____ day of _____, 20__

Signature

Title or Job Classification

Original to be filed with City Clerk's Office. (City Clerk will make copies for City Attorney and employee's Department Director)



Interest Disclosure Statement for Federal Financial Assistance Projects and Programs

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1. The undersigned or a relative as defined in A.R.S. Sec. 38-502, has, or both have, a direct or indirect financial interest in or concerning the contract between - _____ and _____ which is or is to be funded in whole or in part with federal financial assistance under the _____ project or program. The following is a short description of the interest:

2. The interest concerned was acquired before the tenure of the undersigned as an officer or employee of the City of Tucson, or, if the contract is prospective will be acquired during such tenure, or in either case during the year immediately following such tenure.
3. The undersigned will refrain from voting upon or otherwise participating in any manner as an officer or employee and from the exercise of any responsibilities or functions, including but not limited to recommendations and decisions, concerning the above-identified project or program as it relates to the above-described interest.

DATED: This _____ day of _____, 20____

Signature

Title or Job Classification

Original to be filed with City Clerk's Office. (City Clerk will make copies for City Attorney and employee's Department Director)



Conflict of Interest Disclosure Statement/Request for Review

I, _____, am employed by the City of Tucson in the following capacity:

I have outside employment, or other financial interests, or a relative of mine has such interests, described as follows:

I have a potential conflict of interest regarding the following transaction(s) with the City of Tucson:

I will refrain from participating in any manner, whether in the preparation of bid preparations, specifications, or awards or otherwise, and in making any other decision whatsoever regarding any transaction in which I or my relative would hold a financial interest. If my City duties would normally require me to perform any functions in connection with such transactions, I will immediately notify my supervisor of my conflict of interest.

Signature of Employee

Date

Original to be filed with City Clerk's Office. (City Clerk will send copies to City Attorney and employee's Department Director)

Request for Review (Check box if applicable)

I am requesting a review of a potential conflict of interest under the provisions of A.R.S. Section 38-501 et.seq. and under Federal law if applicable, regarding the above transaction(s) with the City of Tucson.

Note: Request for Review to be filed with the City Attorney's Office **only**. (It is not necessary to file the request for review with the City Clerk.) You will be notified of the City Attorney's conclusion. If the City Attorney determines a conflict exists, the appropriate form will be returned to you for filing with the City Clerk's Office.



ADMINISTRATIVE DIRECTIVE

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|--|----------------|---------------|
| ETHICS AND CONFLICT OF INTEREST | NUMBER | PAGE |
| | 2.02-14 | 5 of 5 |
| | EFFECTIVE DATE | |
| November 15, 2010 | | |

Appendices

- 1) Conflict of Interest Disclosure Statement/Request for Review
- 2) Conflict of Interest Disclosure Statement for Federal Financial Assistance Projects and Programs (other than Section 8 Housing Assistance Payments Program)
- 3) Conflict of Interest Disclosure Statement for Section 8 Housing Assistance Payments Program

References

AD 2.02-6, Outside Employment

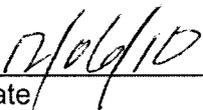
Review Responsibility and Frequency

The Director of Human Resources will review this directive annually, based on date of publication.

Authorized



City Manager



Date